

## JOB VACANCIES AND OVERTIME, AUSTRALIA, NOVEMBER 1989

### PHONE INQUIRIES

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This publication is the first issue in this series to include seasonally adjusted job vacancies and overtime estimates. Seasonally adjusted data for earlier periods are available on request.

## MAIN FEATURES

### JOB VACANCIES:

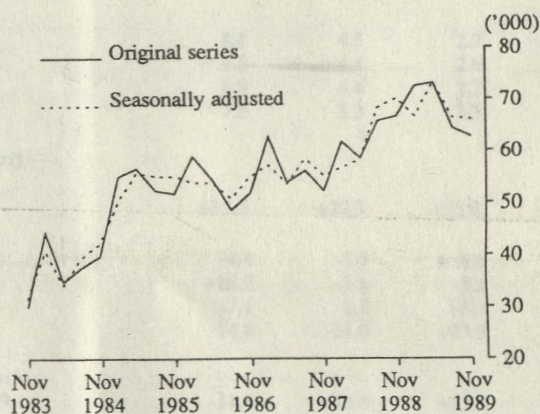
- The estimated number of vacancies at 17 November 1989 on a seasonally adjusted basis was 66,000, a 0.6 per cent decrease on August 1989 levels. In original terms, November 1989 vacancies were estimated at 62,700, 2.5 per cent lower than for August. (Seasonally adjusted estimates are not available at the State or sector level or for most industries.)

- At the industry level, Manufacturing and Community Services showed the largest declines over August, with falls of 2,000 and 1,900 vacancies respectively.

### OVERTIME:

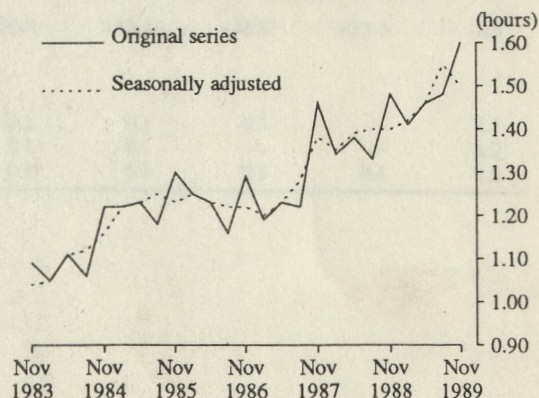
- Average weekly overtime hours per employee (seasonally adjusted) for November 1989 was 1.50 hours, a fall of 3.0 per cent from the August level. This decrease followed three successive increases in the seasonally adjusted estimate. In original terms, the estimate was 1.60 hours, the highest recorded since the current survey methodology was introduced in November 1983. Significant increases were recorded over August 1989 levels nationally and in Victoria and Tasmania, reflecting significant movements in Manufacturing industry in those States and the Australian total.

JOB VACANCIES, AUSTRALIA



- Private sector vacancies in November (43,400) fell 2.4 per cent compared to August 1989 levels, while public sector vacancies fell by 600 (2.9%) to 19,300 in the same period. The A.C.T. public sector recorded the only significant sectoral movement, rising 300 vacancies to 1,900.
- The November job vacancy rate (1.09) was comparable with the August 1989 rate of 1.08. There were no significant variations at the State/Territory level.

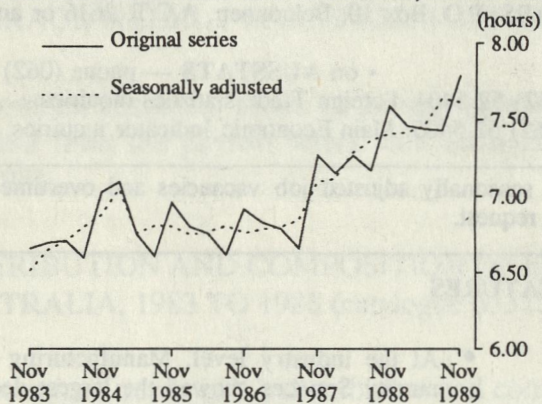
AVERAGE WEEKLY OVERTIME HOURS  
PER EMPLOYEE, AUSTRALIA





- On a seasonally adjusted basis, average weekly overtime hours per employee working overtime in November (7.61 hours) decreased slightly compared to August 1989 (7.64). The unadjusted series for November increased significantly to 7.79 hours, the highest level since the commencement of the current survey in 1983.

**AVERAGE WEEKLY OVERTIME HOURS  
PER EMPLOYEE WORKING OVERTIME, AUSTRALIA.**



- Nationally, the seasonally adjusted percentage of employees working overtime in November 1989 was 19.7 per cent, a fall of 2.8 per cent compared to August 1989 and an increase of 4.9 per cent on November 1988. In original terms, the percentage of employees working overtime rose to 20.5 per cent in November 1989 (the third consecutive quarterly increase), which was 5.0 per cent higher than November 1988 estimate.

- The Manufacturing industry recorded significant increases in November in the average number of overtime hours worked per employee working overtime (9.25 hours) and in the percentage of employees working overtime (40.2%). The only other significant movement in the overtime series for November at the industry level was a decrease in the percentage of employees working overtime in the Transport and storage; Communication industry grouping, which fell to 31.4 per cent.

#### NOTES

Explanatory Notes and Glossary are published at the back of this publication.

**IAN CASTLES**  
Australian Statistician



TABLE 1. TOTAL JOB VACANCIES : PRIVATE AND PUBLIC SECTORS, STATES AND TERRITORIES  
(<sup>'000</sup>)

Reference date	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia
PRIVATE SECTOR									
( <sup>'000</sup> )									
1988—									
19 August	22.4	14.3	5.4	2.3	3.2	0.2	*0.5	*0.6	48.9
18 November	18.3	15.0	5.7	2.6	*3.7	0.5	*0.8	*0.7	47.2
1989—									
17 February	18.4	16.6	*7.3	2.0	6.3	0.8	0.4	*1.0	53.0
19 May	16.9	19.6	7.8	3.0	3.1	0.4	0.6	0.7	52.2
18 August	14.0	15.0	7.0	3.3	3.5	*0.4	*0.5	*0.7	44.4
17 November	16.8	13.3	6.0	3.0	2.6	*0.8	0.4	*0.4	43.4
Change (quarterly)—	— per cent —								
1988—									
November	-18.3	+4.8	+4.2	+17.1	+14.8	+201.9	+41.6	+14.9	-3.4
1989—									
February	+0.8	+11.4	+29.2	-23.4	+70.4	+67.3	-43.9	+46.6	+12.3
May	-8.5	+17.9	+7.3	+48.8	-50.4	-44.7	+41.0	-33.6	-1.5
August	-16.9	-23.7	-11.1	+10.5	+10.5	-2.5	-17.6	+4.6	-14.9
November	+20.0	-11.2	-13.7	-9.8	-25.4	+93.8	-27.2	-42.5	-2.4
Change (annual)—									
November 1989	-8.0	-10.9	+6.3	+13.5	-30.3	+74.8	-52.5	-41.5	-8.1
Standard errors(a)—	( <sup>'000</sup> )								
November 1989									
Level	2.8	1.9	1.2	0.7	0.5	0.3	0.1	0.1	3.7
Change (quarterly)	3.2	2.4	1.3	1.0	0.7	0.3	0.2	0.3	4.4
Change (annual)	3.4	2.7	1.5	0.8	1.1	0.3	0.3	0.3	4.8
PUBLIC SECTOR									
( <sup>'000</sup> )									
1988—									
19 August	7.5	3.8	1.8	0.5	1.1	0.5	0.3	1.5	16.9
18 November	8.5	4.6	2.4	0.6	0.8	0.5	0.4	1.6	19.4
1989—									
17 February	8.1	4.5	2.7	0.5	1.1	0.5	0.5	1.5	19.5
19 May	9.5	4.4	2.6	0.5	1.4	0.5	0.5	1.6	20.9
18 August	8.8	4.4	2.7	0.6	1.1	0.4	0.5	1.6	19.9
17 November	7.5	3.9	3.3	0.5	1.0	0.5	0.6	1.9	19.3
Change (quarterly)—	— per cent —								
1988—									
November	+13.5	+20.9	+33.8	+28.7	-22.9	-6.0	+44.0	+4.1	+14.5
1989—									
February	-4.4	-1.5	+14.6	-27.1	+31.2	+6.8	+20.4	-2.6	+0.4
May	+16.7	-1.6	-5.2	+3.9	+23.4	-4.0	-12.5	+5.8	+7.3
August	-7.1	-2.1	+3.8	+20.0	-20.3	-26.2	+1.5	-3.2	-4.9
November	-14.8	-11.0	+23.5	-10.0	-6.9	+46.5	+39.2	+23.6	-2.9
Change (annual)—									
November 1989	-11.8	-15.5	+39.3	-18.2	+20.0	+10.8	+48.8	+23.2	-0.5
Standard errors(a)—	( <sup>'000</sup> )								
November 1989									
Level	0.8	0.6	0.3	—	0.1	0.1	0.1	—	1.1
Change (quarterly)	1.0	0.5	0.3	0.1	0.1	0.1	—	—	1.2
Change (annual)	1.0	0.7	0.3	0.1	0.1	0.1	0.1	0.1	1.3



TABLE 1. TOTAL JOB VACANCIES : PRIVATE AND PUBLIC SECTORS, STATES AND TERRITORIES —continued

	Original series								Seasonally adjusted series	
Reference date	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia	
TOTAL										
('000)										
1988—										
19 August	29.9	18.1	7.2	2.7	4.3	0.7	0.8	2.1	65.8	68.3
18 November	26.8	19.5	8.0	3.3	4.6	1.0	1.2	2.3	66.6	70.2
1989—										
17 February	26.6	21.2	10.0	2.5	7.4	1.3	1.0	2.5	72.5	66.7
19 May	26.3	24.1	10.4	3.5	4.5	0.9	1.1	2.3	73.1	73.2
18 August	22.8	19.3	9.6	3.9	4.6	0.8	1.0	2.3	64.3	66.4
17 November	24.3	17.2	9.3	3.5	3.6	1.4	1.0	2.3	62.7	66.0
Change (quarterly)—	— per cent —									
1988—										
November	-10.3	+8.2	+11.4	+19.2	+5.2	+44.2	+42.6	+7.2	+1.2	+2.8
1989—										
February	-0.9	+8.3	+24.9	-24.1	+63.1	+37.1	-21.0	+12.5	+8.8	-5.1
May	-0.8	+13.8	+3.9	+40.5	-39.3	-29.0	+12.0	-10.0	+0.9	+9.9
August	-13.4	-19.7	-7.4	+11.7	+1.1	-14.9	-9.4	-0.9	-12.1	-9.3
November	+6.6	-11.1	-3.4	-9.8	-21.0	+72.4	+4.4	+3.0	-2.5	-0.6
Change (annual)—										
November 1989	-9.2	-12.0	+16.0	+7.4	-20.9	+42.9	-16.3	+3.3	-5.9	-6.0
Standard errors(a)—	('000)									
November 1989										
Level	2.9	2.0	1.2	0.7	0.5	0.3	0.1	0.2	3.8	(b)
Change (quarterly)	3.4	2.4	1.4	1.0	0.7	0.3	0.2	0.3	4.6	(b)
Change (annual)	3.5	2.8	1.6	0.8	1.1	0.3	0.3	0.3	5.0	(b)

(a) See paragraph 9 to 14 of the Explanatory Notes. (b) See paragraph 10 of the Explanatory Notes.



TABLE 2. JOB VACANCY RATES, STATES AND TERRITORIES  
(per cent)

Reference date	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia
1988—									
19 August	1.43	1.16	0.83	0.60	0.85	0.49	1.57	1.62	1.13
18 November	1.22	1.19	0.93	0.74	0.97	0.68	2.12	1.65	1.12
1989—									
17 February	1.21	1.34	1.20	0.52	1.52	0.91	1.74	1.94	1.23
19 May	1.18	1.51	1.19	0.74	0.91	0.65	1.89	1.72	1.22
18 August	1.05	1.22	1.07	0.81	0.90	0.56	1.83	1.81	1.08
17 November	1.20	1.07	1.10	0.75	0.75	0.92	1.88	1.93	1.09
Change (quarterly)—									
1988—									
November	-14.6	+2.3	+12.3	+22.6	+13.8	+39.2	+34.9	+2.1	-1.4
1989—									
February	-0.4	+12.8	+29.0	-29.9	+57.0	+33.3	-17.7	+17.1	+9.8
May	-2.4	+12.3	-0.2	+42.4	-40.1	-28.9	+8.1	-11.1	-0.7
August	-11.3	-19.2	-9.9	+10.7	-1.0	-14.2	-2.8	+5.1	-11.6
November	+14.2	-12.1	+2.6	-8.2	-17.4	+66.0	+2.7	+6.3	+1.0
Change (annual)—									
November 1989	-1.4	-10.0	+19.0	+1.4	-23.1	+35.0	-11.2	+16.4	-2.6
Standard errors(a)—									
November 1989									
Level	0.15	0.12	0.14	0.14	0.11	0.19	0.22	0.14	0.07
Change (quarterly)	0.17	0.15	0.16	0.21	0.15	0.20	0.34	0.26	0.08
Change (annual)	0.18	0.17	0.18	0.18	0.23	0.20	0.52	0.23	0.09

(a) See paragraphs 9 to 14 of the Explanatory Notes.

TABLE 3. JOB VACANCIES: INDUSTRY, AUSTRALIA  
('000)

Industry	1988		1989				Standard error(a)
	19 Aug.	18 Nov.	17 Feb.	19 May	18 Aug.	17 Nov.	
Manufacturing	13.3	15.1	14.4	15.4	13.7	11.7	1.3
Basic and fabricated metal products, other machinery and equipment, transport equipment	6.5	6.9	6.4	6.8	6.7	5.5	0.7
Other manufacturing	6.8	8.2	7.9	8.6	6.9	6.2	1.1
Non-manufacturing—							
Electricity, gas and water	0.5	0.8	0.7	0.8	0.7	0.7	—
Wholesale and retail trade	13.1	15.5	16.1	13.4	13.9	14.1	2.6
Transport and storage; Communication	1.8	2.0	*2.3	3.5	*2.2	2.3	0.4
Public administration and defence(b)	4.7	4.3	4.7	5.0	5.0	4.9	0.4
Community services	14.9	13.2	17.3	14.4	14.7	12.8	1.2
Other(c)	17.5	15.8	17.0	20.4	14.1	16.2	2.2
Total all industries	65.8	66.6	72.5	73.1	64.3	62.7	3.8

(a) Relates only to latest level estimate. See paragraph 9 to 14 of the Explanatory Notes. (b) Excludes permanent defence forces. (c) Includes Mining, Construction, Finance, property and business services and Recreation, personal and other services.



TABLE 4. OVERTIME: STATES AND TERRITORIES

Reference period— pay period ending on or before	Original series								Seasonally adjusted series	
	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia	
	AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE									
— hours —										
1988—										
19 August	1.32	1.45	1.34	1.03	1.48	1.12	1.96	0.75	1.33	1.40
18 November	1.41	1.56	1.45	1.21	2.02	1.31	2.19	0.85	1.48	1.40
1989—										
17 February	1.39	1.52	1.35	1.14	1.64	1.33	2.00	0.79	1.41	1.42
19 May	1.36	1.57	1.53	1.12	1.70	1.40	2.02	1.23	1.46	1.46
18 August	1.42	1.60	1.47	1.28	1.70	1.07	2.01	1.08	1.48	1.55
17 November	1.43	1.89	1.41	1.42	2.00	1.41	1.86	0.92	1.60	1.50
Change (quarterly) —										
— per cent —										
1988—										
November	+7.2	+7.6	+8.0	+17.3	+36.1	+17.3	+11.8	+13.5	+10.9	-0.4
1989—										
February	-1.7	-2.4	-6.9	-5.5	-18.6	+1.7	-8.8	-7.4	-4.9	+1.8
May	-1.5	+3.3	+13.4	-1.7	+3.8	+5.0	+1.1	+56.4	+3.4	+2.7
August	+4.2	+1.8	-3.6	+13.9	—	-23.8	-0.4	-12.1	+1.6	+6.2
November	+0.8	+18.4	-4.2	+10.7	+17.3	+32.2	-7.4	-15.4	+8.0	-3.0
Change (annual) —										
November 1989	+1.6	+21.4	-2.4	+17.1	-0.9	+7.5	-14.8	+7.7	+7.8	+7.7
Standard errors(a) —										
November 1989										
— hours —										
Level	0.07	0.10	0.09	0.09	0.18	0.11	0.23	0.16	0.04	(b)
Change (quarterly)	0.06	0.09	0.09	0.07	0.16	0.11	0.19	0.05	0.04	(b)
Change (annual)	0.07	0.12	0.11	0.09	0.22	0.12	0.47	0.16	0.05	(b)
AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE WORKING OVERTIME										
— hours —										
1988—										
19 August	6.87	7.81	6.99	6.44	7.39	6.68	9.65	5.77	7.17	7.37
18 November	7.20	7.94	7.06	6.96	9.80	6.98	9.80	6.25	7.59	7.41
1989—										
17 February	7.28	7.92	7.06	7.08	7.76	7.14	9.56	6.28	7.46	7.42
19 May	7.04	7.91	7.34	6.83	8.07	7.64	9.52	7.10	7.44	7.46
18 August	7.10	7.81	7.57	7.41	7.73	6.08	8.29	6.94	7.43	7.64
17 November	7.09	8.84	6.85	7.68	8.82	7.58	8.58	7.10	7.79	7.61
Change (quarterly) —										
— per cent —										
1988—										
November	+4.7	+1.6	+0.9	+8.1	+32.5	+4.6	+1.5	+8.2	+5.9	+0.6
1989—										
February	+1.2	-0.2	—	+1.8	-20.8	+2.2	-2.4	+0.6	-1.7	+0.2
May	-3.3	-0.1	+4.0	-3.6	+4.0	+7.1	-0.4	+13.0	-0.2	+0.5
August	+0.8	-1.3	+3.1	+8.5	-4.2	-20.5	-12.9	-2.3	-0.1	+2.4
November	-0.1	+13.1	-9.6	+3.6	+14.0	+24.7	+3.5	+2.4	+4.8	-0.4
Change (annual) —										
November 1989	-1.5	+11.3	-3.0	+10.3	-10.0	+8.5	-12.4	+13.7	+2.7	+2.7
Standard errors(a) —										
November 1989										
— hours —										
Level	0.23	0.30	0.29	0.26	0.60	0.44	0.53	0.45	0.14	(b)
Change (quarterly)	0.23	0.32	0.31	0.22	0.59	0.43	0.38	0.20	0.15	(b)
Change (annual)	0.24	0.37	0.35	0.33	0.84	0.48	1.01	0.63	0.17	(b)

For footnotes, see end of table.



TABLE 4. OVERTIME: STATES AND TERRITORIES —continued

Reference period— pay period ending on or before	Original series								Seasonally adjusted series	
	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia	
	PERCENTAGE OF EMPLOYEES WORKING OVERTIME									
1988—										
19 August	19.14	18.50	19.17	16.02	20.03	16.72	20.29	13.01	18.62	18.99
18 November	19.59	19.60	20.51	17.38	20.57	18.76	22.35	13.64	19.51	18.76
1989—										
17 February	19.02	19.16	19.10	16.14	21.15	18.66	20.90	12.56	18.87	19.23
19 May	19.36	19.81	20.84	16.45	21.10	18.30	21.23	17.38	19.56	19.61
18 August	20.03	20.42	19.49	17.26	22.02	17.53	24.29	15.63	19.88	20.25
17 November	20.21	21.37	20.63	18.45	22.64	18.58	21.74	12.91	20.48	19.69
Change (quarterly) —										
1988—										
November	+2.4	+5.9	+7.0	+8.5	+2.7	+12.2	+10.2	+4.8	+4.8	-1.2
1989—										
February	-2.9	-2.2	-6.9	-7.1	+2.8	-0.5	-6.5	-7.9	-3.3	+2.5
May	+1.8	+3.4	+9.1	+1.9	-0.2	-1.9	+1.6	+38.4	+3.7	+2.0
August	+3.5	+3.1	-6.5	+4.9	+4.4	-4.2	+14.4	-10.1	+1.6	+3.3
November	+0.9	+4.7	+5.8	+6.9	+2.8	+6.0	-10.5	-17.4	+3.0	-2.8
Change (annual) —										
November 1989	+3.2	+9.0	+0.6	+6.2	+10.1	-0.1	-2.7	-5.4	+5.0	+4.9
Standard errors(a) —										
November 1989										
Level	0.88	0.77	1.00	0.90	1.32	0.93	2.17	1.56	0.43	(b)
Change (quarterly)	0.68	0.65	1.09	0.68	1.09	0.73	2.33	0.60	0.36	(b)
Change (annual)	0.96	1.06	1.13	0.95	1.40	1.04	3.96	2.28	0.51	(b)

(a) See paragraphs 9 to 14 of the Explanatory Notes. (b) See paragraph 10 of the Explanatory Notes.

TABLE 5. AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE: MANUFACTURING

Reference period— pay period ending on or before	Original series								Seasonally adjusted series	
	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia	
— hours —										
1988—										
19 August	2.72	3.29	2.60	2.15	2.71	2.46	*2.55	1.39	2.82	2.99
18 November	3.04	3.72	2.88	2.36	3.02	2.88	1.41	1.64	3.16	2.92
1989—										
17 February	2.94	3.41	2.73	2.12	3.11	2.36	3.03	1.22	2.96	2.97
19 May	3.06	3.44	3.21	2.24	3.04	2.61	2.70	1.77	3.10	3.16
18 August	3.21	3.41	2.76	2.85	2.80	2.03	3.05	2.19	3.13	3.32
17 November	3.48	4.66	2.65	2.97	3.39	2.68	3.44	1.33	3.71	3.44
— per cent —										
Change (quarterly) — 1988—										
November	+11.8	+13.1	+10.9	+9.9	+11.6	+17.3	-44.9	+18.1	+12.0	-2.5
1989—										
February	-3.1	-8.2	-5.2	-10.2	+2.8	-18.1	+115.9	-25.7	-6.1	+1.8
May	+3.8	+0.7	+17.5	+5.7	-2.3	+10.7	-10.9	+45.7	+4.5	+6.3
August	+4.9	-0.8	-14.1	+27.0	-7.8	-22.4	+12.6	+23.4	+1.0	+5.1
November	+8.7	+36.9	-4.0	+4.3	+21.0	+32.3	+13.1	-39.1	+18.7	+3.4
Change (annual) — November 1989	+14.7	+25.5	-8.2	+25.8	+12.1	-7.0	+145.1	-18.6	+17.7	+17.7
— hours —										
Standard errors(a) — November 1989										
Level	0.26	0.31	0.26	0.23	0.38	0.15	0.38	0.23	0.15	(b)
Change (quarterly)	0.29	0.25	0.18	0.22	0.28	0.14	0.58	0.22	0.14	(b)
Change (annual)	0.34	0.30	0.28	0.23	0.39	0.21	0.42	0.28	0.17	(b)

(a) See paragraphs 9 to 14 of the Explanatory Notes. (b) See paragraph 10 of the Explanatory Notes.



TABLE 6. OVERTIME BY INDUSTRY

Industry	Reference period — pay period ending on or before						Standard error (a)
	1988			1989			
	19 August	18 November	17 February	19 May	18 August	17 November	
AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE							
Mining	5.26	5.66	5.38	5.52	5.84	5.92	0.58
Manufacturing	2.82	3.16	2.96	3.10	3.13	3.71	0.15
Food, beverages and tobacco	2.85	2.84	2.61	2.73	2.82	3.42	0.30
Textiles; Clothing and footwear	2.24	2.48	*2.39	2.86	2.59	3.86	0.81
Paper, paper products, printing and publishing	2.11	*2.06	2.00	1.90	2.00	2.36	0.55
Chemical, petroleum and coal products	2.39	2.62	3.15	3.04	2.81	3.10	0.27
Basic metal products	4.44	4.86	4.98	5.30	5.04	4.93	0.11
Fabricated metal products; other machinery and equipment	3.04	3.40	3.34	3.51	3.28	3.99	0.35
Transport equipment	2.87	3.58	3.51	3.43	4.05	4.15	0.11
Other manufacturing	2.79	3.68	2.86	3.17	3.21	3.72	0.37
Electricity, gas and water	1.80	1.98	1.91	1.94	1.90	1.85	0.03
Construction	2.28	2.27	2.52	2.47	2.99	2.96	0.34
Wholesale trade	1.05	1.14	1.05	1.26	1.23	1.41	0.14
Retail trade	0.61	0.72	0.74	0.74	0.73	0.77	0.06
Transport and storage; Communication	2.77	3.44	2.57	2.82	3.06	2.82	0.19
Public administration and defence(b)	0.74	0.88	0.85	0.79	0.82	0.87	0.11
Community services	0.37	0.36	0.34	0.41	0.40	0.39	0.02
Other(c)	0.63	0.68	0.67	0.67	0.68	0.70	0.09
All industries	1.33	1.48	1.41	1.46	1.48	1.60	0.04
AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE WORKING OVERTIME							
Mining	11.41	12.39	11.89	11.66	11.81	11.51	0.74
Manufacturing	8.32	8.63	8.55	8.73	8.38	9.25	0.25
Food, beverages and tobacco	7.63	7.92	7.84	7.43	7.32	8.41	0.49
Textiles; Clothing and footwear	7.80	8.66	9.25	9.82	8.52	11.33	1.47
Paper, paper products, printing & publishing	7.25	7.11	6.79	7.60	7.24	8.06	1.28
Chemical, petroleum and coal products	8.50	8.64	10.14	8.36	8.13	8.85	0.42
Basic metal products	10.23	10.31	10.33	10.73	10.24	10.52	0.25
Fabricated metal products; other machinery and equipment	8.62	8.69	8.74	8.72	8.21	9.28	0.60
Transport equipment	8.54	9.13	8.93	8.77	9.31	9.31	0.32
Other manufacturing	8.49	8.98	8.35	9.34	8.82	8.99	0.42
Electricity, gas and water	7.36	7.51	7.80	7.76	7.57	7.40	0.11
Construction	8.06	7.77	8.69	8.80	9.01	9.50	0.79
Wholesale trade	6.54	6.47	6.34	6.54	6.28	7.04	0.44
Retail trade	4.12	4.39	4.57	4.51	4.59	4.54	0.18
Transport and storage; Communication	8.78	10.34	8.63	8.53	8.72	8.98	0.35
Public administration and defence(b)	5.55	6.10	5.89	5.86	5.72	6.04	0.58
Community services	5.89	6.22	5.95	6.26	6.20	5.94	0.24
Other(c)	5.05	5.58	5.70	5.36	5.80	5.65	0.46
All industries	7.17	7.59	7.46	7.44	7.43	7.79	0.14
PERCENTAGE OF EMPLOYEES WORKING OVERTIME							
Mining	46.09	45.65	45.26	47.33	49.42	51.45	3.01
Manufacturing	33.88	36.59	34.67	35.50	37.32	40.15	1.12
Food, beverages and tobacco	37.34	35.80	33.35	36.73	38.48	40.63	2.32
Textiles; Clothing and footwear	28.77	28.63	25.80	29.12	30.41	34.11	4.59
Paper, paper products, printing & publishing	29.12	28.93	29.48	25.05	27.63	29.28	3.30
Chemical, petroleum and coal products	28.17	30.30	31.04	36.36	34.59	35.03	2.66
Basic metal products	43.44	47.07	48.18	49.38	49.20	46.89	1.46
Fabricated metal products; other machinery and equipment	35.30	39.18	38.23	40.22	39.97	43.00	2.44
Transport equipment	33.63	39.21	39.37	39.11	43.51	44.53	1.02
Other manufacturing	32.86	40.98	34.19	33.93	36.44	41.36	4.23
Electricity, gas and water	24.42	26.31	24.46	24.95	25.10	25.00	0.27
Construction	28.28	29.27	28.99	28.08	33.15	31.12	2.97
Wholesale trade	16.05	17.60	16.50	19.23	19.62	19.97	1.58
Retail trade	14.92	16.49	16.18	16.34	16.00	17.01	1.01
Transport and storage; Communication	31.58	33.26	29.83	33.04	35.13	31.38	1.33
Public administration and defence(b)	13.29	14.40	14.43	13.49	14.31	14.46	1.07
Community services	6.28	5.82	5.66	6.49	6.48	6.50	0.39
Other(c)	12.44	12.11	11.84	12.57	11.67	12.46	1.26
All industries	18.62	19.51	18.87	19.56	19.88	20.48	0.43

(a) Relates only to latest level estimate. See paragraphs 9 to 14 of the Explanatory Notes. (b) Excludes permanent defence forces. (c) Includes Finance, property and business services and Recreation, personal and other services.



## EXPLANATORY NOTES

### Scope of the survey

All wage and salary earners who received pay for the reference period are represented in the survey, except:

- (a) members of the Australian permanent defence forces;
- (b) employees of enterprises primarily engaged in agriculture, forestry, fishing and hunting;
- (c) employees in private households employing staff;
- (d) employees of overseas embassies, consulates, etc.;
- (e) employees based outside Australia;
- (f) employees on workers' compensation who are not paid through the payroll.

2. Also excluded are the following persons who are not regarded as employees for the purposes of this survey:

- (a) directors who are not paid a salary;
- (b) proprietors/partners of unincorporated businesses;
- (c) self-employed persons such as subcontractors, owner/drivers, consultants and persons paid solely by commission without a retainer.

3. All vacancies (as defined in paragraph 4 of the Glossary) for wage and salary earners are represented in the survey, except those:

- (a) in the Australian permanent defence forces;
- (b) in enterprises primarily engaged in agriculture, forestry, fishing and hunting;
- (c) in private households employing staff;
- (d) in overseas embassies, consulates, etc.;
- (e) located outside Australia.

### Survey design

4. A sample of approximately 3,800 employers is selected from the ABS register of businesses to ensure adequate State and industry representation. The sample is updated each quarter to take account of new businesses, those which have ceased operation and structural changes such as takeovers and mergers. The statistical unit for the survey comprises all activities of an enterprise in a particular State or Territory. Each statistical unit is classified to an industry which reflects the predominant activity of the enterprise in the State or Territory. In a small number of cases where an enterprise has significant employment in more than one industry, a separate statistical unit is created for each industry. The statistical units are stratified

by State, industry and size of employment and a simple random sample is selected from each stratum.

### Historical series

5. The series were introduced in November 1983 when they replaced the job vacancies and overtime series based principally on information from payroll tax returns. Estimates contained in this publication are not strictly comparable with those obtained prior to November 1983.

### Seasonal Adjustment

6. Seasonally adjusted series are published for national estimates in Tables 1, 4 and 5. Seasonal adjustment is a means of removing the estimated effects of normal seasonal variation from the series so that the effects of other influences can be more clearly recognized. Seasonal adjustment does not remove the irregular or non-seasonal influences which may be present in any particular period. Volatile or unsystematic influences may still affect the interpretation of movement in the series, even after adjustment for seasonal variation.

7. Seasonally adjusted data for periods back to November 1983 are available on request for those adjusted series contained in this publication. Seasonally adjusted estimates for the Manufacturing industry and some Mining industry series are also available on request back to November 1983. The seasonal factors used in compiling these series will be reviewed annually to take account of each year's original data.

8. Details about the method of seasonal adjustment of these series are available from the Supervisor, Time Series Analysis, telephone (062) 52 6103.

### Reliability of estimates

9. As the estimates in this publication are based on information relating to a sample of employers rather than a full enumeration, they are subject to sampling variability. That is, they may differ from the figures that would have been produced if the information had been obtained from all employers. This difference, called sampling error, should not be confused with inaccuracy that may occur because of imperfections in reporting by respondents or in processing by the ABS. Such inaccuracy is referred to as non-sampling error and may occur in any enumeration, whether it be a full count or sample. Efforts have been made to reduce non-sampling error by careful design of questionnaires, detailed checking of returns and quality control of processing.

10. The sampling error associated with any estimate can be estimated from the sample results. One measure of sampling error is given by the standard error which indicates the degree to which an estimate may vary from the value that would have been obtained from a full enumeration (the 'true' figure). There are about two chances in three that a sample estimate differs from the true value by less than one standard error, and about nineteen chances in twenty that the difference will be less than two standard



errors. Seasonally adjusted estimates have a standard error similar to those applying to original series.

11. An example of the use of a standard error is as follows. If the estimated number of job vacancies was 55,000 with a standard error of 3,000, then there would be about two chances in three that a full enumeration would have given a figure in the range 52,000 to 58,000 and about nineteen chances in twenty that it would be in the range 49,000 to 61,000.

12. An example of the use of a standard error for a quarterly change estimate is as follows. If the estimated standard error for a quarterly change estimate of job vacancies was 500 and the change between two quarters was 3,000, then there would be about two chances in three that a full enumeration would have given a quarterly change estimate in the range 2,500 to 3,500 and about nineteen chances in twenty that it would be in the range 2,000 to 4,000. The use of a standard error for an annual change estimate is analogous to the usage for quarterly change estimates.

13. Quarterly and annual movements in estimates of job vacancies and overtime are considered to be statistically significant where they exceed two standard errors.

14. Another measure of the sampling error is the relative standard error, which is obtained by expressing the standard error as a percentage of the estimate. Level estimates with a relative standard error of 25 per cent or more, denoted with an asterisk in this publication, are subject to sampling variability generally considered to be too high for most practical purposes.

#### Industry classification

15. Industry is classified according to the Australian Standard Industrial Classification (ASIC) 1983 Edition, Volume 1 - The Classification (1201.0).

#### Related publications

16. Users may also wish to refer to the following publications which are available on request:

*Information Paper: New Statistical Series: Employment, Average Weekly Earnings, Job Vacancies and Overtime* (6256.0)

*Job Vacancies, Australia* (6231.0) — issued quarterly, discontinued August 1989

*Overtime, Australia* (6330.0) — issued quarterly, discontinued August 1989

*The Labour Force, Australia* (6203.0) — issued monthly

*Average Weekly Earnings, States and Australia* (6302.0) — issued quarterly

*Employed Wage and Salary Earners, Australia* (6248.0) — issued quarterly.

17. Current publications produced by the ABS are listed in the Catalogue of Publications, Australia (1101.0). The ABS also issues, on Tuesdays and Fridays, a Publications Advice (1105.0) which lists publications to be released in the next few days. The Catalogue and Publications Advice are available from any ABS office.

#### Unpublished statistics

18. Unpublished job vacancies and overtime estimates can be made available on request for various combinations of the following:

- State or Territory
- Sector (public or private)
- Broad industry grouping (see Table 6).

It should be noted, however, that estimated lower levels of disaggregation than that published in this bulletin may be subject to sampling variability considered too high for most practical purposes. Inquiries regarding data availability and associated charges should be made to the officer whose name appears in the Phone Inquiries section of the Inquiries box at the front of this publication.

#### Symbols and other usages

- nil or rounded to zero
- \* subject to sampling variability too high for most practical purposes (see paragraph 14 of the Explanatory Notes)
- r revised since previous publications

19. Where figures have been rounded, discrepancies may occur between sums of the component items and totals.

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## GLOSSARY

*Average hours of overtime per employee* is calculated by dividing total overtime hours paid for in a particular group by the total number of employees in the same group (including those who were not paid for any overtime).

2. *Average hours of overtime per employee working overtime* is calculated by dividing total overtime hours paid for in a particular group (e.g. industry, State or Territory) by the number of employees who were paid for overtime in the same group.

3. *Employees* refers to all wage and salary earners (as defined in paragraphs 1 and 2 of the Explanatory Notes) who received pay for any part of the reference period.

4. A *job vacancy* is a job available for immediate filling on the survey reference date and for which recruitment action had been taken. Recruitment action includes efforts to fill vacancies by advertising, by factory notices, by notifying public or private employment agencies or trade unions and by contacting, interviewing or selecting applicants already registered with the enterprise or organisation. Excluded are jobs available only to persons already employed by the enterprise or organisation. This point is particularly relevant to the Australian Public Service and the Public Services of each of the States and the Northern Territory.

Excluded are vacancies:

- (a) of less than one day's duration;
- (b) to be filled by persons already hired, or by promotion or transfer of existing employees;
- (c) to be filled by employees returning from paid or unpaid leave or after industrial dispute(s);
- (d) not available for immediate filling on the survey reference date;

(e) not available within the particular State or Territory to which the return relates;

(f) for work to be carried out under contract;

(g) for which no effort is being made to fill the position.

2. The *job vacancy rate* is calculated by expressing the number of job vacancies as a percentage of the number of employees plus vacancies.

3. *Overtime* is time worked in excess of award, standard or agreed hours of work for which payment is received. Excluded is any overtime for which employees would not receive payment, e.g. unpaid overtime worked by managerial, executive, etc. staff, normal shiftwork and standard hours paid for at penalty rates.

4. *Overtime hours* represent the number of hours of overtime paid for. Respondents are instructed not to convert overtime hours to their ordinary time equivalent. For example, 100 hours of overtime paid for at time and a half and 20 hours at double time would be counted as 120 hours, not 190.

5. *Reference date* for the survey is the third Friday of the middle month of the quarter. The reference date for the current survey is 17 November 1989.

6. *Reference period* for the survey refers to the last pay period ending on or before the reference date.

7. *Sector*. Public sector includes all local government authorities and government departments, agencies and authorities created by, or reporting to the Commonwealth and State Parliaments. All remaining employees are classified as private sector.



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